

CY
1952

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Security Information

26 September 1952

MEMORANDUM

To: The Registrar
From: Management Training Division, OTR(G)
Subject: Personnel Evaluation Report Training during September

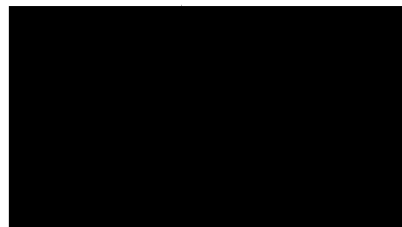
During the month of September 1952, the Management Training Division conducted one-hour training meetings for groups of supervisors in the following offices: OCD, OO, OCI, ORR, OSI, I&SO, OIC, OTR, ONE, DDA, DDI, DCI, Commo, Comptroller, Procurement and Supply, Personnel, Medical, General Services, General Counsel, Audit.

Total number of supervisors who have been given this one-hour training in the use of the Personnel Evaluation Report during September by 

25X1A

650

25X1A



Chief, Management Training Division

cc.
DDTr.(G)
P&P Staff

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25 September 1952

MEMORANDUM

To: The Registrar
From: Management Training Division, OTR(G)
Subject: CIA Human Resources Program in August 1952
(This report is late)

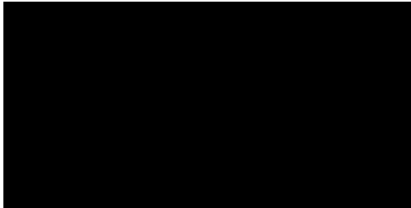
During the month of August 1952, from 6 August through 13 August, I conducted the CIA Human Resources course for eighteen individuals in ORR.

The course takes $4\frac{1}{2}$ hours.

Student hours of instruction: 18 x $4\frac{1}{2}$

Shall report such activities each month in the future.

25X1A

 *xd 2761*
Chief, Management Training Division

cc.
DDTr. (G)
P&P Staff

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SECURITY INFORMATION

30 October 1952

MEMORANDUM

To: The Registrar
From: Management Training Division, OTR(G)
Subject: Personnel Evaluation Report Training during October

During the month of October 1952, the Management Training Division conducted one-hour training meetings for groups of supervisors in the following organizational components: EE, FE, FI, I&S, NEA, OO/C, OTS, PM, P&P Admin., SE, SR, WE, WH.

Total number of supervisors who have been given this one-hour training in the use of the Personnel Evaluation Report during October by [REDACTED]

25X1A

550

25X1A

[REDACTED]
Chief, Management Training Division

cc.
DDTr.(G)
P&P Staff

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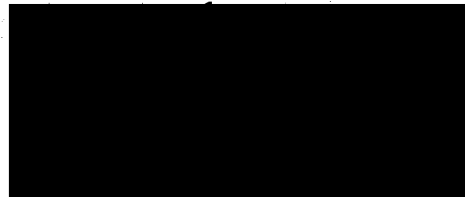
Security Information

30 December 1952

MEMORANDUM FOR: The Registrar
FROM: Management Training Division, OTR(G)
SUBJECT: Supervisory Training during December

During the month of December 1952, the Management Training Division conducted the CIA Human Resources Program for 39 supervisors in OCD. Two groups, 4 hours of group meetings for each group, plus one-half hour conference for each supervisor: 27.5 hours of instruction.

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Chief, Management Training Division

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